

CITY OF BURBANK

COMMUNICATIONS TECHNICIAN

DEFINITION

Under direction, to assemble, install, modify, repair, service, and maintain, radio, audio-video, and electronic communication equipment; to do related work as required.

ESSENTIAL FUNCTIONS

Installs, maintains, tests, adjusts, and repairs radio transmitters and receivers, intra-departmental telephones, paging systems, tape recorders, video-cameras, monitoring equipment, and other electronic communication equipment; tests circuits, tubes, transistors, and other parts using meters and testing devices; isolates defects and corrects them or replaces parts; adjusts radio equipment for most effective operation in compliance with Federal Communications Commission regulations; makes field tests to determine cause of interruptions or interference in operation; prepares reports on completed work; drives on City business.

MINIMUM QUALIFICATIONS

Employment Standards:

- Knowledge of - tools, equipment, practices, and methods of installing electronic communications units; construction, assembly, repair, and operation of radio transmitters, receivers, video systems, cameras, and equipment.
- Ability to - diagnose defects in radio equipment operation and to do skilled shop work in the repair of radio electronic communications, and audio-video equipment; read schematics and blueprints; use a personal computer; keep records; prepare reports; establish and maintain effective working relationships with supervisors, fellow employees, and the public.

Education/Training: Three years of recent experience installing, maintaining, and repairing radio transmitting and receiving equipment, including one year of experience maintaining and repairing audio-video equipment. One year of the qualifying experience must be while holding a General Radio Telephone Operator's License.

Special Conditions & Requirements: Color Vision: Keen color perception.

License & Certificates: A valid California Class "C" driver's license or equivalent and applicants must possess a General Radio Telephone Operator's License at time of appointment.

SUPPLEMENTAL INFORMATION

None.